



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

November 12, 2004

Debby Linhardt, Treasurer
Engel for Congress
462 California Road
Bronxville, NY 10708

Response Due Date:
December 13, 2004

Identification Number: C00236513

Reference: 12 Day Pre-General Report (10/1/04 - 10/13/04)

Dear Ms. Linhardt:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **An adequate response must be received at the Commission by the response date noted above.** An itemization of the information needed follows:

-A review of your itemized receipts indicates a discrepancy in your aggregate election cycle-to-date totals. The reported aggregate totals on your report should include all contributions from an individual or committee given in the election cycle. Please review your procedures for compliance with this requirement and amend your report(s) as necessary.
(11 CFR §104.3(a)(3))

-On Schedule B of your report, you have disclosed contributions to a federal candidate, political party committee or other political committee. Commission regulations require that these itemized disbursements include the recipient's full name, complete address, date, amount, purpose, state, office sought (House, Senate, or President), and district (if applicable). Please amend your report to include the state, office sought, and district.
(11 CFR §§104.3 (b)(4) and 104.9(b))

Unlike previous election cycles, you will not receive an additional notice from the Commission on this matter. Adequate responses received on or before this date will be taken into consideration in determining whether audit action will be initiated. **Requests for extensions of time in which to respond will not be considered.** Failure to provide an adequate response by this date may result in an audit of the committee.